

BOARD OF BUILDING AND FIRE CODE APPEALS

DEPARTMENT: Community Development Department
150 N. 3rd Street, Burbank, CA 91502
(818) 238-5220

DIRECTOR: Patrick Prescott

STAFF LIAISON CONTACT: Carol Ann Coates ccoates@burbankca.gov

ESTABLISHED:	By Burbank Municipal Code §2-1-414
COMPOSITION:	The Board of Building and Fire Code Appeals shall consist of five (5) members.
POWERS AND DUTIES OF THE COMMITTEE:	<p>The Board of Building and Fire Code Appeals shall have the following powers and duties:</p> <ul style="list-style-type: none">• To hear and determine appeals from decisions of the Assistant Community Development Director-Building Official regarding the suitability of alternative materials and types of construction required by the Building Code and interpretations of the Building Code;• To hear and determine appeals from any decision, order or notice signed or renewed by the Fire Marshal regarding the suitability of alternate materials, methods of construction, or operation under the Fire Code and interpretations of the Fire Code;• To prepare and recommend for adoption by the Council, rules and regulations for the conduct of its hearings and investigations;• To recommend for adoption by the Council, a schedule of fees for appeals to the Board; and,• To recommend to the Council, amendments to the Building Code or Fire Code.
TERM OF OFFICE:	Board members shall be appointed for a four-year term and the commencement of such terms shall be staggered.
MEETINGS:	On call in the City Council Chamber City Hall, 275 E. Olive Ave., Burbank, CA 91502

MEMBERS

Ernest Dellinger (Chair)
Sophia Ngo Conn (Vice Chair)
Walter M. Brennan Jr.
Charles H. Johnson
Jef Vander Borcht

DATE OF APPOINTMENT

05/21/2013
05/12/2015
06/23/2015
05/21/2013
05/21/2013

DATE TERM EXPIRES

07/31/2018
07/31/2020
07/31/2020
07/31/2018
07/31/2018